



City of Appleton

323 West Schlieman Avenue

Appleton, Minnesota 56208-1299

(320) 289-1363

Fax (320) 289-1364

July 14, 2020

Honorable Mayor Dan L. Tosel and Members of the Appleton City Council

RE: Transaction Summary June 1st, 2020 – June 30th, 2020

Mayor and Council:

Please see the following summary of last month's transaction history which includes; total revenues, total expenditures, and a balance of the City's accounts.

Fund Balances

The Unrestricted General Fund Balance is \$2,122,002.15 and the Restricted Fund Balance is \$1,070,152.77 for a total balance of \$3,192,154.92.

Accounts Payable Transactions

During June 1st, 2020 – June 30th, 2020, the City processed 348 invoices totaling \$477,584.55.

Checkbook Disbursements

During June 1st, 2020 – June 30th, 2020, the City disbursed a total amount of \$649,170.27 from its checkbook in the following manner:

Transaction Type	Dollar Amount
Motor Vehicle monies to state	\$54,404.56
DNR monies to state	\$1,301.20
Payroll Checks	\$49,249.49
FedWSSMedicare	\$19,129.77
StateW	\$3,381.63
PERA	\$17,303.03
Approved Inv Payments	\$216,504.68 27 checks/51 invoices
ACH(autoPays)	\$174,999.91 81 trans/84 invoices

City Purchasing Policy Reporting

Invoices paid in amounts greater than the \$5,000 prescribed by the City's purchase policy only occur if charges are contractual in nature or as a result of payroll responsibilities:

- Liquor sales tax payment - \$6,012.00
- Payroll and Health Insurance - \$24,068.98, \$25,180.51, \$20,571.00
- Approved payments – wire to Northland Trust Services for bond payments \$49,117.75, APEX for water plant project \$101,941.60, \$25,606.34 KS StateBank (Fire Dept SCBAs)
- Contractual Services – \$5,720.00 Mattheisen Disposal(haul garb), \$40,500.00 Pioneerland Library System(1st & 2nd Qtr budg), \$26,022.52 First State Bank of Livingston(fire dept pumper paym)
- Unemployment - \$5,227.88

Checkbook Deposits

During June 1st, 2020 – June 30th, 2020, the City received deposits totaling \$1,017,767.08 from the following:

Deputy Registrar	\$58,356.26
General	\$70,886.60
WSG	\$67,608.48
Liquor	\$79,299.04
Transfers from	.00
Savings & Money	
Markets	
Swift Co/June	\$741,299.04
Settlement	

Lizbeth Gades
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Appleton Accounting Officer

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